

# Benefit Plans



- ▶ Structure creative tax-advantaged plans
- ▶ Outsource complex recordkeeping
- ▶ Communicate effectively with employees
- ▶ Coordinate with other advisors & providers
- ▶ Work with highly credentialed & experienced benefit plan consultants

**H**ow do you recruit, retain and reward valued employees? One answer is by providing effective retirement and benefit plans. Candidates may turn down a job offer because they perceive the benefit portion of the compensation package to fall short. Taking the time to select the right plan for your company and workforce is a smart investment.

## Benefit Solutions from BKD

**Plan Design & Implementation** - BKD's benefit plan consultants can help you structure the right plan for your organization. We project the tax benefits or consequences of the options you are considering and design plans that are tax advantageous for both you and your employees. We also pay particular attention on the front end to qualification to avoid regulatory penalties.

Our experienced consultants can prepare and submit the necessary documents for the Internal Revenue Service (IRS) filing, after your legal counsel's review and approval. Our IRS-approved prototype documents simplify the qualification process for establishing or restating a plan.

**Communicating with Employees** - Open and effective communication with your employees is crucial to your plan's success and will enhance the value of your benefit dollars. BKD can help you with employee meetings, participant certificates, summary plan descriptions and special mailings.

**Administration** - Our recordkeeping services vary with the type of plan but may include:

- Identify eligible participants and perform related recordkeeping
- Perform compliance testing for discrimination, including minimum participation and coverage and ADP/ACP for 401(k)s
- Reconcile assets and record financial results
- Prepare IRS and Department of Labor filings, including Form 5500

- Consult about the plan's general administration
- Perform daily recordkeeping

**Consulting** - Beyond the design and administration of your plan, we can help you with merger and acquisition issues, expert witness testimony, deferred compensation and other issues related to benefit plans.

**e-benefit Technology** - Using web technology or a voice-response system, employees can access their accounts, switch investments, rebalance portfolios and apply for loans, all on a daily real-time basis.

**Audits** - Plans with more than 100 participants may require an annual audit. We realize the importance of presenting plan financial statements properly. Our benefit plan audit teams follow an effi-

## Types of Plans BKD Supports

- Cafeteria plans
- 401(k) plans
- Profit-sharing plans
- Money purchase pension plans
- Employee stock ownership plans (ESOPs)
- Age-advantaged plans
- 403(b) tax-sheltered annuity plans
- Cross-tested plans
- Defined benefit plans

“ When the Jack Foster Company was looking for the right administrator for our 401(k) plan, we felt very comfortable turning to BKD because of the relationship we had with their tax and audit teams. BKD helped us to build the foundation for our 401(k) plan and provided a total package of quality work and staff who were very knowledgeable, efficient and personable. ”

— Martin Little, *President*  
*Jack Foster Company Erectors, Inc., Wichita, Kansas*

cient audit approach that utilizes your staff and plan administrator to the greatest extent possible.

## Why BKD?

**Specialization** - Our certified public accountants (CPAs), tax advisors, auditors, certified pension consultants and qualified pension administrators are well qualified to advise you on plan design, compliance and administration.

**A CPA's Perspective** - Employee benefit plans can be complicated and difficult to administer. As CPAs and financial advisors, we're experienced in working with complex financial data, performing tests and examinations and producing accurate reports and records.

**Experience** - BKD consults with and administers nearly 600 plans and audits many others. We have assisted many clients in establishing cohesive trust and participant recordkeeping systems.

**Professional Alliances** - We have alliances with large institutional daily providers of the prominent mutual fund families and insurance companies that

offer popular 401(k) features. Under these arrangements, you still have local BKD benefit plan consultants for the technical and compliance work.

**Quality Controls** - Our high standards of accountability help improve the accuracy, compliance and timeliness of your plan.

**Other Qualifications** - BKD is a member of the American Institute of Certified Public Accountants' Employee Benefit Plan Audit Quality Center. The Center's member firms have demonstrated a commitment to employee benefit plan audit quality and to raising awareness about the importance of such audits.

The Center provides members with best practices, guidelines and tools CPAs need to perform quality benefit plan audits and better serve their clients. As a member of the Center, BKD has designated a partner responsible for overseeing its employee benefit plan audit practice, has established firmwide training and quality control programs, performs annual internal inspection procedures and makes the firm's peer review report findings publicly available.



## Beyond Your Numbers

BKD would like to take you beyond your numbers by applying our technical expertise, unmatched client service and disciplined delivery of solutions to your management and financial needs. We are committed to delivering results with integrity: solutions that are ethical, practical, timely and affordable. Let us take you beyond your numbers.



For a complete list of our offices and subsidiaries and their contacts, visit:

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